

# WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

## MINUTES – MONDAY January 26, 2009

Chairman Coombs and called the meeting to order at 6:00 PM in Conference Room One.

Present:

| Committee Member Name             | Present | Absent | Excused |
|-----------------------------------|---------|--------|---------|
| Joseph Coombs, Chairman           | X       |        |         |
| Tim Tuell, Vice Chairman          | X       |        |         |
| Raymond Grasso                    | X       |        |         |
| Richard LePore                    | X       |        |         |
| Luke McEntire                     |         |        | X       |
| Carmen Pace                       | X       |        |         |
| Stuart Temple, Clerk Pro Tem      | X       |        |         |
| <b>Liaison Present</b>            |         |        |         |
| Paul Montinieri, Council Liaison  | X       |        |         |
| Tony Martino, Staff Liaison       | X       |        |         |
| Mike Turner, Staff Liaison        |         |        | X       |
| <b>Staff &amp; Guests Present</b> |         |        |         |
|                                   |         |        |         |

Today is day 622 of the Project

### 1. Public Comments:

1. None

### 2. Approval of Minutes:

- A. Minutes of January 12, 2008 Meeting – Tim Tuell advised the minutes need to be amended within sections 3IE1 thru 3IE3 to add his comments where he asked Mike Turner if we were breaking the rules by having two quotes that combined exceeded the \$20,000 to go to Council. Mike advised we were not. The \$19,000 Quote was for items required to run the system, the other quote was for additional items we were looking for. Tim Tuell made a motion seconded by Stuart Temple that the January 12<sup>th</sup> minutes be amended to add this. All but one member voted in favor (Carmen Pace abstained). Motion made by Stuart Temple seconded by Raymond Grasso to approve the minutes as amended. **All but one member voted in favor (Carmen Pace abstained). NOTE:** Deputy Mayor Montinieri arrived at 6:05 PM.

### 3. Items for Discussion:

#### I. Town Hall / Library Renovations – Phase 2

##### A. Expenditures

1. Kronenberger & Sons – Balance Due on App. 17R - \$29,800 – Chairman Coombs showed members a three inch white binder containing reports received on balancing the system. After this payment there is still \$5,000 in their contract to do balancing on the Library side. Chairman Coombs advised we only received one complaint today regarding the lack of heat. At the last job meeting all the subcontractors on the heating system were at the meeting and they started talking to each other so they knew what each had done so they could figure out what needed to be done to balance the system. Chairman Coombs complemented them to finally being there together communicating to rectify the problem. Units were tweaked to get the system to work properly. There was one control valve that may be faulty that might have to be replaced. Chairman Coombs recommends paying them their outstanding due, he advised the Architect and Mechanical Engineer agree with him. Tim Tuell's concern was to be sure staff was happy and getting heat. Motion made by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**

2. Tucker Library Interiors – Invoice 6529 - \$107,717.00 – Chairman Coombs advised he asked Laurel Goodgion if she was satisfied with the work Tucker did. He was advised she was happy but there were five end panels that were damaged that had to be replaced and the replacements were due in later this week. Raymond Grasso advised we should not pay this invoice until the work is completed satisfactorily with the replacement panels installed or hold back part of the payment. Motion made by Raymond Grasso seconded by Carmen Pace to table this payment. **All members voted in favor.**
  3. Tuthill & Wells – Invoice 3891 - \$8,200.00 – Tony Martino advised these are expenses due Peter. When we first received the request for payment we didn't have enough in the purchase order to make the payment so we had to research the reason for the added expenses. There was an additional \$10,000 added to Peter's contract to cover the work he had to do for the Council Chambers which was a Capital Project. The purchase order needed a change order to increase the value of his work. These funds are due Peter. Motion made by Stuart Temple seconded by Carmen Pace to approve this payment. **All members voted in favor.**
  4. Tuthill & Wells – Invoice 3847 - \$3,000.00 – Raymond Grasso had a concern for this invoice because it didn't indicate the period of time involved. He requested the invoice be table until the information was received. Motion made by Raymond Grasso seconded by Stuart Temple to table this payment until we get the information requested. **All members voted in favor.**
- B. Change Orders
1. PCO 50 – Request Additional Supervision - \$40,500.00 – (Previously tabled) Chairman Coombs advised we haven't heard back from the Town Attorney so this item will remain tabled.
  2. AT&T CO #9 - \$8,030.85 – Chairman Coombs advised this is for additional work that needed to be completed and there is money in the technology budget to cover it. Motion made by Stuart Temple seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
  3. PCO 56 – Repair Rusted Metal Door SE Stair Tower - \$2,314.21 – Chairman Coombs advised this is to replace the rusted door in the southeast stair tower. It does not make sense to put new hardware on a door that need replacing. Motion made by Richard LePore seconded by Raymond Grasso to approve this PCO. **All members voted in favor.**
- C. Staff Information
1. Job Meeting Minutes – January 8 & 15, 2009 – Motion by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.**
- D. Old Business
1. Construction Status – Chairman Coombs advised all the books are back. Town Staff is putting together shelving the Library had sent to the prison to get fixed. The cabinet and desk Laurel Goodgion ordered from Zavarella were received and installed today. Kronenberger expects to install the mezzanine stair rail this Thursday or Friday. The outside grates are currently being sandblasted and painted. We are expecting a small punch list from the Architect. Town Staff is working on dings on the Library side. The major item to be done is the stair rail to the mezzanine. Minor items are vinyl molding needs to be installed. The contractor will fix the expansion joint on the first floor similar to the way he fixed the one on the mezzanine. Most work is completed in the Library. On the Town Hall side there is no punch list at this time. Work continues on the Council

Chambers. Most of the painting is complete. They started putting up the veneer today. The suspended ceiling is up and in place. The light fixtures will be in the first week in February. The microphones are on hold. Tony Martino advised Tammy in Purchasing went out for additional quotes which we hope to have back next week for Council agenda. Chairman Coombs advised when the Council Chambers is closer to being completed a punch list will be developed. Chairman Coombs advised today he received drawings on the Council Dias which he reviewed with members page by page. He also received the test stain samples to match the samples to the wall covering. The ship ladders have been installed on the roof. One of the original ladders will be installed on the Council Roof to gain access to it from the upper roof. Chairman Coombs advised the Library plans on opening Feb 2<sup>nd</sup> but there are things that still need to be done. Laurel ordered booths and tables for the teen area which has not come in, they're in production. Lights have to be installed over the circulation desk downstairs. This is Nutmeg work that was never accomplished. We have the lights and are waiting for a PCO from Kronenberger to do the work. We are going after Nutmeg for reimbursement for this work. The work can be accomplished in the mornings before the Library opens. Stuart Temple questioned all the work Nutmeg didn't do will they come back to do the work or pay us for it. Chairman Coombs advised we will look to have they pay us for it. They have known for a long time what has needed to be done and have not come back to do the work. Stuart asked who has been pushing them. The Town Attorney has been after them regarding this outstanding work. The doors for the storage rooms in the Council Chambers are due in this week. The chairs for the Council Chambers are on order. Tim Tuell asked if the Council had a date they wanted to have their first meeting in the new Chambers. Deputy Mayor Montinieri advised they would like to be in there by their second meeting in February.

E. New Business

1. None

**4. Next Scheduled Meeting:**

A. The next regular scheduled meeting will be Monday February 9, 2009 at 6:00 PM in Conference Room One.

**5. Adjournment:** Motion made by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:45 PM.

**NOTE:** Once the meeting was over Chairman Coombs took members interested up to see the progress made to date in the Council Chambers and Library.

**I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovation Committee.**

Stuart Temple, Clerk

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